

OTHER FUNDS

Other funds account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. Within Other Funds, there are seven Special Revenue Funds with four of those being reserve funds that account for the City's longer-term accumulation of resources, and one Debt Service Fund.

Special Revenue Funds

| | |
|-------------------------------------|------|
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**2008 Street, Surface Water Management, and Cumulative Reserve Funds
Revenue Summary**

| | 2008 Budget | 2007 Amended Budget | 2006 Actuals |
|--|--------------------|---------------------------|--------------------|
| STREET FUND (Fund #101) | | | |
| Beginning Fund Balance | \$1,237,545 | \$1,255,820 | \$1,261,935 |
| Business License Fees | 240,140 | 205,000 | 229,550 |
| Motor Vehicle Fuel Tax | 772,821 | 469,357 | 721,437 |
| Seattle City Light | 645,698 | 601,934 | 596,526 |
| Garbage Utility Tax | 338,432 | 312,017 | 332,897 |
| AT&T (TCI) Franchise | 347,121 | 307,550 | 329,751 |
| Miscellaneous Reimbursements | 37,500 | 48,893 | 120,765 |
| Total Revenues | 2,381,712 | 1,944,751 | 2,330,926 |
| Total Transfers In | - | - | 7,400 |
| Total Resources | \$3,619,257 | \$3,200,571 | \$3,600,261 |
| SURFACE WATER FUND (Fund #104) | | | |
| Beginning Fund Balance | \$900,194 | \$784,835 | \$873,687 |
| Drainage Fees | 1,750,000 | 1,544,670 | 1,545,992 |
| Miscellaneous | 25,000 | 25,000 | 43,068 |
| Total Revenues | \$1,775,000 | \$1,569,670 | \$1,589,060 |
| Total Transfers In | - | - | - |
| Total Resources | \$2,675,194 | \$2,354,505 | \$2,462,747 |
| CUMULATIVE RESERVE FUND (Fund #103) | | | |
| Beginning Fund Balance | \$ 747,726 | \$ 694,726 | \$ 605,200 |
| Interest Income | 35,000 | 27,000 | 30,394 |
| Total Revenues | 35,000 | 27,000 | 30,394 |
| Total Transfers In | 15,000 | 26,000 | 59,132 |
| Total Resources | \$ 797,726 | \$ 747,726 | \$ 694,726 |

**2008 Equipment, Public Works, Senior & Community Activity Center Reserve Funds,
and 1% for Art Fund
Revenue Summary**

| | 2008 Budget | 2007 Amended Budget | 2006 Actuals |
|--|----------------|---------------------------|-----------------|
| <u>EQUIPMENT RESERVE FUND (Fund #107)</u> | | | |
| Beginning Fund Balance | \$ 247,299 | \$ 646,262 | \$ 605,202 |
| Interest Income | 12,000 | 29,037 | 29,037 |
| Total Revenues | \$ 12,000 | \$ 29,037 | \$ 29,037 |
| Total Transfers In | 155,000 | 95,000 | 51,209 |
| Total Resources | \$ 414,299 | \$ 770,299 | \$ 685,448 |

| | | | |
|---|-------------|-------------|--------------|
| <u>PUBLIC WORKS RESERVE FUND (Fund #106)</u> | | | |
| Beginning Fund Balance | \$ 129,736 | \$ 70,496 | \$400,065 |
| Real Estate Excise Tax - 1st qtr. of 1% | 652,077 | 635,552 | 744,617 |
| Real Estate Excise Tax - 1st qtr. of 1% | 652,077 | 635,552 | 744,617 |
| Interest Income | 10,497 | 10,497 | 51,702 |
| Parks Mitigation Fee Revenue | 32,000 | 30,000 | 23,341 |
| Total Revenues | \$1,346,651 | \$1,311,601 | \$ 1,564,277 |
| Total Transfers In | 0 | 562,687 | 0 |
| Total Resources | \$1,476,387 | \$1,944,784 | \$1,964,342 |

| | | | |
|---|-------------|-------------|--------------|
| <u>CAPITAL PROJECTS RESERVE FUND (Fund #115)</u> | | | |
| Beginning Fund Balance | \$ 48,599 | \$ 16,169 | \$ 528,250 |
| Property Tax Revenue | 1,098,571 | 1,087,694 | 1,049,777 |
| Interest Revenue | 15,000 | 10,000 | 21,832 |
| Total Revenues | \$1,113,571 | \$1,097,694 | \$ 1,071,609 |
| Total Transfers In | - | - | - |
| Total Resources | \$1,162,170 | \$1,113,863 | \$ 1,599,859 |

| | | | |
|---|-----------|-----------|-----------|
| <u>1% FOR ART FUND (Fund #113)</u> | | | |
| Beginning Fund Balance | \$ 35,443 | \$ 29,566 | \$ 22,072 |
| Miscellaneous Revenue | 2,000 | 877 | 1,117 |
| Total Revenues | \$ 2,000 | \$ 877 | \$ 1,117 |
| Total Transfers In | 10,000 | 5,000 | 6,377 |
| Total Resources | \$ 47,443 | \$ 35,443 | \$ 29,566 |

STREET FUND

This Street Fund is required by state law and accounts for dedicated state-shared revenue that is expended for street maintenance. The major revenue sources in this fund are motor vehicle fuel tax, dedicated franchise fee, garbage utility tax and business license revenue.

Goals & Accomplishments

DEPARTMENT: Public Works

FUND: Street

RESPONSIBLE MANAGER: Stephen Clark

DIVISION: N/A

FUND NUMBER: 101

POSITION: Director

Planned Program Mission & Vision Statement

Maximize the function and safety of the local street system through the following:

Street Administration plans and directs the Capital Improvement Program, prepares grant applications, responds to citizen concerns, and provides emergency management support.

Information and Planning includes GIS mapping of the City's infrastructure and CAD project design and coordination with consultants.

Maintenance which consists of the following elements: street, traffic, downtown and commercial street landscape, flowers, graffiti removal, litter control, street lighting, and fencing and guardrail maintenance.

2007 Accomplishments

Street Administration

- ♦ Continued monitoring construction of 1st Ave South Phase 1.
- ♦ Completed Ambaum Boulevard and SW156th safety improvements.
- ♦ Completed Shorewood Drive retaining wall project.
- ♦ Began 1st Ave South Phase 2 design.

Information and Planning

- ♦ Conducted pavement rating of city streets and collected data on right of assets.
- ♦ Changed surface water database to be compliant with existing codes, and moved it to the city's main server to increase access of data.

Maintenance

- ♦ Responded to winter storms with additional plowing and sanding
- ♦ Continued maintenance of landscaping and litter pick up on arterials and downtown streets.
- ♦ Sought recovery of funds from FEMA for 2006 severe winter storms.
- ♦ Completed asphalt pavement improvement of 1.7 miles of roadway.

2008 Goals

- ♦ Complete 1st Ave S phase I construction and begin construction of phase II.
- ♦ Begin construction of Town Square streets.
- ♦ Complete Ambaum SW Corridor safety study.
- ♦ Complete 4th Ave SW and SW 148th intersection improvements.

Street Fund
Expenditure & Revenue Summary

| | 2008 Budget | 2007 Budget As Amended | 2006 Actuals |
|---|---------------------|---------------------------|---------------------|
| EXPENDITURES | | | |
| Salaries | \$ 245,880 | \$ 232,036 | \$ 215,257 |
| Benefits | 77,523 | 68,217 | 59,153 |
| Total Salaries & Benefits | \$ 323,403 | \$ 300,253 | \$ 274,410 |
| Supplies | \$ 1,800 | \$ 687 | \$ 1,710 |
| Professional Contract Services | 481,500 | 441,086 | 350,563 |
| Communications | 2,300 | 1,671 | 2,163 |
| Travel, Meals, Mileage | 1,500 | 226 | 1,490 |
| Operating Rents & Leases | 10,000 | 19,472 | 17,129 |
| Utility Services | 80,000 | 40,616 | 63,642 |
| Repairs & Maintenance | 8,100 | 8,686 | 7,778 |
| Dues & Memberships | 700 | 360 | 682 |
| Printing & Binding | - | 107 | - |
| Registrations & Training | 2,700 | 1,768 | 2,583 |
| Subscriptions and Publications | - | 178 | - |
| Other Miscellaneous | 2,200 | - | 16 |
| Total Other Services & Charges | 589,000 | \$ 514,170 | \$ 446,046 |
| Total Intergovernmental Services | 716,500 | 675,883 | 649,978 |
| EXPENDITURE TOTAL | \$ 1,630,703 | \$ 1,490,993 | \$ 1,372,144 |
| Transfers Out | 1,890,623 | 836,713 | 972,297 |
| Ending Fund Balance | 97,931 | 1,237,545 | 1,255,820 |
| TOTAL USES | \$ 3,619,257 | \$ 3,565,251 | \$ 3,600,261 |
| RESOURCES | | | |
| Beginning Fund Balance | \$ 1,237,545 | \$ 1,255,819 | \$ 1,261,935 |
| Business License Fees | 240,140 | 234,055 | 229,550 |
| Motor Vehicle Fuel Tax | 772,821 | 756,780 | 721,437 |
| Seattle City Light | 645,698 | 601,934 | 596,526 |
| Garbage Utility Tax | 338,432 | 317,114 | 332,897 |
| Comcast Franchise | 347,121 | 330,549 | 329,751 |
| Miscellaneous | 37,500 | 69,000 | 120,765 |
| Transfers In | - | - | 7,400 |
| TOTAL RESOURCES | \$ 3,619,257 | \$ 3,565,251 | \$ 3,600,261 |
| PERSONNEL | | | |
| | 2008 FTE | 2008 Budgeted | |
| | | Salaries | Benefits |
| Public Works Director | 0.45 | \$ 53,017 | 11,679 |
| Project Manager | 0.7 | 57,775 | 18,104 |
| Street/SWM Maintenance Manager | 0.6 | 48,802 | 18,320 |
| Engineering Technician | 1 | 60,036 | 19,202 |
| Department Assistant | 0.5 | 26,250 | 10,218 |
| Department Total | 3.25 | 245,880 | 77,523 |

Total Salaries and Benefits (\$323,403): Salaries are based on actual costs for existing positions and include a 3.42% cost of living adjustment. Staff in Public Works are paid for with General Fund, Street Fund, SWM Fund and Capital Project Funds. The percentage charged to each fund varies each year depending on the projects planned done for that year. The CAD/GIS positions were transferred to the Finance Department in the General Fund in 2007. The Street and Surface Water Management funds will reimburse the General Fund for services.

Professional Contract Services (\$481,500)

| Contract Purpose | 2008 Budget | 2007 Budget | 2006 Actuals |
|--|-------------------|-------------------|-------------------|
| Computer Consultant | 12,997 | \$ 12,668 | \$ 6,623 |
| Special Event Cleanup | 10,000 | 6,210 | 260 |
| Develop Street Standards | - | 50,000 | - |
| Janitorial | - | - | 2,752 |
| Miscellaneous Professional Services | 50,000 | 29,415 | 28,455 |
| Neighborhood Traffic Control | 56,800 | - | - |
| Residential Arterial Landscape Maintenance | 66,826 | 65,133 | 98,706 |
| Garbage Franchise Technical Assistance | 15,390 | 15,000 | 3,448 |
| Services Paid for With Business License Fees | | | |
| Downtown/Commercial Landscape Maint. | 102,780 | 100,178 | 55,475 |
| Downtown Flower Program & Maintenance | 31,704 | 30,901 | 24,427 |
| Graffiti Removal | 11,429 | 11,139 | 13,922 |
| Discover Burien | 64,638 | 63,000 | 60,750 |
| Business License Processing & Auditing | 33,699 | 32,845 | 34,077 |
| Subtotal Services Paid for with Business License Fees | | | |
| | \$ 244,250 | \$ 238,063 | \$ 188,651 |
| Cable Consultant | 16,416 | 16,000 | - |
| GIS Implementation | 8,821 | 8,597 | 21,668 |
| Total | \$ 481,500 | \$ 441,086 | \$ 350,563 |

- ♦ Computer Consultant (\$12,997): Funds the pro-rated share for computer support.
- ♦ Special Event Cleanup (\$0): Litter removal and traffic control for various community events including the Annual Clean Sweep, Fourth of July and Strawberry Festival. This is part of the Arts and Culture Grant Programs in the Parks budget. City Council will determine which programs will be funded.
- ♦ Miscellaneous Professional Services (\$50,000): Work by various vendors including repair of fences, guardrails, sidewalks and other issues that emerge during the year.
- ♦ Neighborhood Traffic Control (\$56,800): This program is respond to traffic calming and safety issues primarily adjacent to schools. In prior years this was a CIP project. It has been moved to the operating fund this year.
- ♦ Residential Arterial Landscape Maintenance (\$66,826): Landscaping, mowing and litter pick up on the City's arterial streets. The funding has been reduced to reflect actual costs.
- ♦ Garbage Franchise Technical Assistance (\$15,390): Provides technical expertise as the city oversees the solid waste contract.
- ♦ Downtown/Commercial Landscape Maintenance. (\$102,780): Includes maintenance of landscaping, sidewalks, and irrigation. Discover Burien, which uses special needs individuals for cleaning and litter removal (\$34,905), is funded from this account. Funding has increased to reflect additional services.

- ♦ **Downtown Flower Pot Maintenance (\$31,704):** Annual installation and maintenance of hanging baskets, planting areas, and irrigation systems on SW 148th, SW 152nd, 4th SW and 6th SW.
- ♦ **Graffiti Removal (\$11,429):** Graffiti removal, minor painting, and other cleaning of surfaces located in street right of way.
- ♦ **Discover Burien (\$64,638):** Discover Burien funding from the City to provide economic development and business development services.
- ♦ **Business License Processing & Auditing (\$33,699):** Continues contract begun in 2002 for an outside firm to process and audit business licenses.
- ♦ **Cable Consultant (\$16,416):** Basic costs for consultant to monitor rate increases, customer service, public access issues, and to negotiate new franchise. This was previously funded in the General Fund Department of Community Relations/Human Resources.
- ♦ **Geographic Information Systems (GIS) Plan Implementation (\$8,821):** Implement the second phase of the GIS plan.

Intergovernmental Services (\$716,500)

| Contract Purpose | 2008 Budget | 2007 Budget | 2006 Actuals |
|--|-------------------|-------------------|-------------------|
| Street Maintenance Program by King County | 457,400 | \$ 431,454 | \$ 393,699 |
| Traffic Maintenance Program by King County | 259,100 | 244,429 | 256,279 |
| TOTAL | \$ 716,500 | \$ 675,883 | \$ 649,978 |

- ♦ **Street Maintenance Program by King County (\$457,400):** Annual street maintenance contract with King County. It includes pavement and shoulder repair, shoulder mowing, tree trimming, 24-hour call out emergency response, and snow and ice removal. The funding is being reduced by the maintenance costs associated with striping, signals, engineering, and pavement markings. These costs are being moved to Traffic Maintenance.
- ♦ **Traffic Maintenance Program by King County (\$259,100):** King County provides a traffic maintenance program which includes yearly maintenance of signs, striping, signals, engineering, and pavement markings. In previous years this amount was included under Street Maintenance. This year it is identified separately to show the cost of this program.

Transfers Out (\$1,890,623): \$1,818,803 is transferred to the Transportation CIP and \$71,820 is transferred to reimburse the General Fund for GIS/IT services.



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SURFACE WATER MANAGEMENT

This Surface Water Management Fund accounts for the maintenance and improvement of the City's storm drainage system. Revenue comes from fees collected from residences and businesses through the county property tax collection process.

Goals & Accomplishments

DEPARTMENT: Public Works
FUND: Surface Water Management
RESPONSIBLE MANAGER: Stephen Clark

DIVISION: N/A
FUND NUMBER: 104
POSITION: Director

Planned Program Mission & Vision Statement

Minimize the risk to property and residents from flooding hazards and protect the quality of surface and ground water systems and functions through:

SWM Administration which includes planning and directing the SWM Capital Improvement Program, participating in regional forums, preparing grant applications, responding to citizen concerns, and providing emergency management support.

Water Quality Program which assures education and enforcement of water quality regulations with water quality audits, lawn care education, car wash kits, and catch basin marking.

Storm Water Inspection Program which inspects the City's storm water system including privately owned and city owned storm water facilities.

Information and Planning includes GIS mapping of the storm water infrastructure.

Surface Water Maintenance which includes storm system cleaning, street sweeping, pond maintenance, and drainage conveyance improvement and repair.

2007 Accomplishments

- ♦ Installed new storm water improvements and started construction of Ambaum Regional pond, 30th SW outfall, Century Apartments and the SW 141st Street Pond expansion and passive park projects.
- ♦ Completed water quality audits and clean up of several large water quality violations, received grant for car wash kits, and held lawn care education meetings.
- ♦ Inspected 200 private and 30 public facilities, and all city owned catch basins and ditches.
- ♦ Implemented a storm water maintenance and work order tracking system.
- ♦ Swept over 1,000 lane miles of streets, cleaned over 500 catch basins and conveyance systems. Replaced 20 catch basins and installed 600 linear feet of pipe.
- ♦ Began preparation for implementation of NPDES, 15 year plan, requirements

2008 Goals

- ♦ Complete the Ambaum Regional pond and 1st Ave S storm water projects.
- ♦ Continue water quality, inspection, inventory, and maintenance programs.
- ♦ Provide download capability of the new storm water mapping from the City's website.
- ♦ Begin to scan and organize the digital plans and documents related to storm water system.
- ♦ Complete Residential Drainage Improvement (RDIP) and current CIP Projects specified in the 2007-2012 preliminary Financial Plan & Capital Improvement Program.
- ♦ Continue preparation for the implementation of NPDES requirements.
- ♦ Complete design of the SW 165th St. Low Impact Development (LID) Pilot project.
- ♦ Complete and begin implementation of the city wide LID study.

**Surface Water Management
Expenditure & Revenue Summary**

| | 2008 Budget | 2007 Budget As Amended | 2006 Actuals |
|---|---------------------|---------------------------|---------------------|
| EXPENDITURES | | | |
| Salaries | \$ 169,577 | \$ 161,078 | \$ 156,945 |
| Benefits | 52,215 | 46,097 | 42,484 |
| Total Salaries & Benefits | \$ 221,792 | \$ 207,175 | \$ 199,429 |
| Supplies | \$ 2,600 | \$ - | \$ 2,515 |
| Professional Contract Services | 173,800 | 204,843 | 75,523 |
| Communications | 2,300 | 1,671 | 2,163 |
| Travel, Meals, Mileage | 100 | 226 | 64 |
| Operating Rents & Leases | 15,100 | 16,933 | 14,550 |
| Utility Services | 5,200 | 4,417 | 4,985 |
| Repairs & Maintenance | 25,100 | 10,559 | 24,130 |
| Dues & Memberships | 600 | 150 | 582 |
| Printing & Binding | - | 341 | - |
| Registrations & Training | 4,200 | 2,447 | 3,994 |
| Subscriptions & Publications | - | 408 | - |
| Other Miscellaneous | 5,500 | 1,777 | 5,228 |
| Total Other Services & Charges | 231,900 | \$ 243,772 | \$ 131,219 |
| Total Intergovernmental Services | 536,600 | 506,228 | 523,017 |
| EXPENDITURE TOTAL | \$ 992,892 | \$ 957,175 | \$ 856,180 |
| | | | |
| Transfers Out | \$1,598,837 | 660,601 | 594,084 |
| Ending Fund Balance | 83,465 | 900,194 | 753,163 |
| TOTAL USES | \$ 2,675,194 | \$ 2,517,970 | \$ 2,203,427 |
| | | | |
| RESOURCES | | | |
| Beginning Fund Balance | \$ 900,194 | \$ 928,910 | \$ 873,687 |
| Storm Drainage Fees | 1,750,000 | 1,555,745 | 1,555,745 |
| Miscellaneous | 25,000 | 33,315 | 33,315 |
| TOTAL RESOURCES | \$ 2,675,194 | \$ 2,517,970 | \$ 2,462,747 |
| | | | |
| PERSONNEL | 2008 | 2008 Budgeted | |
| | FTE | Salaries | Benefits |
| Public Works Director | 0.45 | 53,017 | 11,679 |
| Project Manager | 0.50 | 41,268 | 12,931 |
| Street/SWM Maintenance Manager | 0.40 | 32,534 | 12,214 |
| Project Manager | 0.20 | 16,507 | 5,173 |
| Department Assistant | 0.50 | 26,250 | 10,218 |
| Department Total | 2.05 | 169,577 | 52,215 |

Total Salaries and Benefits (\$221,792): Salaries are based on actual costs for existing positions and include a 3.42% cost of living adjustment. Staff in Public Works are paid for with General Fund, Street Fund, SWM Fund and Capital Project Funds. The percentage charged to each fund varies each year depending on the projects planned for that year.

Professional Contract Services (\$173,800):

| Contract Purpose | 2008 Budget | 2007 Budget | 2006 Actuals |
|-------------------------------------|-------------------|-------------------|------------------|
| Computer Consultant | 12,793 | \$ 12,469 | \$ 6,822 |
| NPDES Phase II | 58,083 | 40,137 | 18,068 |
| Stormwater Master Plan Update | - | 17,969 | - |
| Surface Water Management Inventory | 27,741 | 27,038 | 8,557 |
| Janitorial Services | - | - | 2,752 |
| GIS Plan Implementation | - | 33,948 | 24,366 |
| Storm Water Facility Maintenance | 35,910 | 35,000 | - |
| Engineering - Nonreimbursable | - | - | 760 |
| Regional Watershed Fund (WRIA 9) | 19,548 | 19,053 | 14,198 |
| Miscellaneous Professional Services | 19,724 | 19,229 | - |
| TOTAL | \$ 173,800 | \$ 204,843 | \$ 75,523 |

- ♦ Computer Consultant (\$12,793): Pro-rated share for computer support.
- ♦ NPDES Phase II (formerly Endangered Species Act Response) (\$58,083): Funding necessary to meet permit requirements that became effective February 2007.
- ♦ Surface Water Management Inventory (\$27,741): Video inspection, ongoing additions and updates to the stormwater management system.
- ♦ Storm Water Facility Maintenance (\$35,910): Maintenance of ponds, which includes mowing and repair of storm water ponds. Funding for general Repair and Maintenance has been reduced to show costs separately for pond maintenance.
- ♦ Regional Watershed Fund – WRIA 9 (\$19,548): Planning and management services (through King County) for watershed and near shore habitat enhancement projects within the WRIA 9 areas.
- ♦ Miscellaneous Professional Services (\$19,724): Professional services in response to issues that emerge during the year.

Intergovernmental Services (\$536,600):

| Contract Purpose | 2008 Budget | 2007 Budget | 2006 Actuals |
|---|-------------------|-------------------|-------------------|
| Drainage Facility Inspections - King County | 67,643 | \$ 63,814 | \$ 94,385 |
| Drainage Repair and Maintenance - King County | 381,658 | 360,055 | 394,351 |
| Annual SWM Fees - City Buildings | 24,999 | 23,584 | 25,859 |
| Collection of SWM Fee - King County | 14,600 | 13,775 | 8,422 |
| Water Quality, Educ., Engineering - King County | 47,700 | 45,000 | - |
| TOTAL | \$ 536,600 | \$ 506,228 | \$ 523,017 |

- ♦ Drainage Facility Inspections by King County (\$67,643): King County SWM Division inspects privately owned commercial facilities for operational compliance (\$47,643). King County Roads Division inspects City owned drainage facilities for sediment loading and conditions (\$20,000).

- ♦ **Drainage Repair and Maintenance by King County (\$381,658):** King County Surface Water Management Division and King County Roads Division maintain and repair City-owned drainage facilities. \$190,000 is for drainage system cleaning and street sweeping. \$214,522 is for storm water system repair and minor upgrades.
- ♦ **Annual SWM fees – City buildings (\$24,999):** These fees will decrease with the sale of City-owned properties.
- ♦ **Collection of SWM fees – King County (\$14,600):** This fee is based on \$1.54 for each of the 9,500 accounts.
- ♦ **Water Quality, Education, and Engineering by King County (\$47,700):** The City contracts with King County Water Land Resources Division to conduct water quality audits and education, as well as additional engineering services. This funding comes from drainage facility inspections by King County.

Transfers Out (\$ 1,598,837): \$71,820 is transferred to the General Fund for GIS/IT Service previously charged directly, \$40,738 to the Debt Service Fund and \$1,486,279 to the Surface Water Management Capital Project Fund.



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EQUIPMENT RESERVE FUND

This Equipment Reserve Fund was established to provide for a reserve for major equipment replacement. Major equipment is defined as equipment in excess of \$1,000 and has a service life of three years or more. The funding sources come from General Fund, the Street Fund, and the Surface Water Management Fund.

CUMULATIVE RESERVE FUND

This Cumulative Reserve Fund was established pursuant to RCW 35.21.070 as a reserve for unanticipated costs. The funding source is from the General Fund.

EQUIPMENT RESERVE FUND

The Equipment Reserve Fund is used to account for money set-aside for major equipment replacement. The following table shows Equipment Reserve Fund revenues and expenditures by year.

Revenue History

| Revenue Type | 2008 Budget | 2007 Budget | 2006 Actuals |
|-------------------------------------|------------------|------------------|------------------|
| Beginning Fund Balance | 247,299 | \$646,262 | \$605,202 |
| Interest Income | 12,000 | 29,037 | 29,037 |
| Transfer In | 155,000 | 95,000 | 51,209 |
| Total Equipment Reserve Fund | \$414,299 | \$770,299 | \$685,448 |

Expenditure History

| Expenditure Type | 2008 Budget | 2007 Budget | 2006 Actuals |
|-------------------------------------|------------------|------------------|-------------------|
| Capital Outlay | \$74,900 | \$ 73,000 | \$39,186 |
| Transfer Out | - | 450,000 | - |
| Ending Fund Balance | 339,399 | 247,299 | 646,262 |
| Total Equipment Reserve Fund | \$414,299 | \$770,299 | \$ 685,448 |

Capital Outlay (\$74,900): This is to purchase one File Server with extended warranty (\$7,000), Tape Library Replacement (\$9,000), 15 workstations that are approximately 4 years old including installation (\$18,000), e-mail server replacement (\$12,000), 2 printers (\$5,000), a new domain controller (\$5,000) and a replacement vehicle for public works (\$18,900).

CUMULATIVE RESERVE FUND

The Cumulative Reserve Fund was established as a reserve for future major cost needs of the City. The following tables show Cumulative Reserve Fund revenues and expenditures.

Revenue History

| Revenue Type | 2008 Budget | 2007 Budget | 2006 Actuals |
|---------------------------------|------------------|-------------------|------------------|
| Beginning Fund Balance | \$747,726 | \$694,726 | \$605,200 |
| Interest Income | 35,000 | 27,000 | 30,394 |
| Transfer In | 26,000 | 26,000 | 59,132 |
| Total Cumulative Reserve | \$808,726 | \$ 747,726 | \$694,726 |

The Transfer In of \$26,000 is from the General Fund to maintain an amount equal to 5% of current year General Fund Revenue in this fund.

Expenditure History

| Expenditure Type | 2008 Budget | 2007 Budget | 2006 Actuals |
|--------------------------------------|-------------------|-------------------|-------------------|
| Transfer Out | \$ - | \$ - | \$ - |
| Ending Fund Balance | 808,726 | 747,726 | 694,726 |
| Total Cumulative Reserve Fund | \$ 808,726 | \$ 747,726 | \$ 694,726 |

PUBLIC WORKS RESERVE FUND

The Public Works Reserve Fund accumulates revenue to implement the City's capital improvement plan. Funding sources include transfers in from the General Fund, both quarter percentages of the real estate excise tax (REET) and parks mitigation fees. The use of REET and parks mitigation funds are restricted by applicable sections of State Law and the City Code.

PUBLIC WORKS RESERVE FUND

This fund accumulates revenue to implement the City's capital improvement plan. The following tables show Public Works Reserve Fund revenues and expenditures.

Revenue History

| Revenue Type | 2008 Budget | 2007 Amended Budget | 2006 Actuals |
|---|--------------------|------------------------|--------------------|
| Beginning Fund Balance | \$ 129,736 | \$ 70,496 | \$ 400,065 |
| Real Estate Excise Tax – 1 st qtr. of 1% | 652,077 | 635,552 | 744,617 |
| Real Estate Excise Tax - 2 nd qtr. of 1% | 652,077 | 635,552 | 744,617 |
| Interest Income | 10,497 | 10,497 | 51,702 |
| Parks Mitigation Fee Revenue | 32,000 | 30,000 | 23,341 |
| Transfers In | - | 562,687 | - |
| Total Revenue | \$1,346,651 | \$1,874,288 | \$1,564,277 |
| Total Public Works Reserve Fund | \$1,476,387 | \$ 1,944,784 | \$1,964,342 |

- ◆ Real Estate Excise Tax – 1st quarter (\$652,077): The City imposes a 0.25% tax (known as “the first quarter percent of the real estate excise tax” or “REET 1”) that is used for capital projects. The first ¼% of Real Estate Excise Taxes may be used for financing capital projects specified in the capital facilities plan element of a comprehensive plan. Capital project is defined for this section in RCW 82.46.010 (6) as those public works projects for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks, street and road lighting systems, traffic signals; bridges; domestic water systems, storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries and administrative and/or judicial facilities.
- ◆ Real Estate Excise Tax – 2nd quarter (\$652,077): Since the City is planning under the Growth Management Act, it is authorized to impose an additional .25% tax (known as the “second quarter percent of the real estate excise tax” or “REET 2”) for specific types of capital projects. The second ¼% can be used for the same purposes as the first ¼% with the exception of recreational, law enforcement, and fire protection, facilities; trails; libraries and administrative and/or judicial facilities.
- ◆ Parks Mitigation fees are restricted to park acquisition activities.

Expenditure History

| Expenditure Type | 2008 Budget | 2007 Budget | 2006 Actuals |
|--|---------------------|---------------------|--------------------|
| Transfers Out | | | |
| Parks CIP | \$ 350,000 | \$ - | \$ 980,293 |
| Town square CIP | 460,320 | 1,214,350 | 531,747 |
| Transportation CIP | - | - | - |
| Debt Service | 666,067 | 659,938 | 381,806 |
| Ending Fund Balance | - | 70,496 | 70,496 |
| Total Public Works Reserve Fund | \$ 1,476,387 | \$ 1,944,784 | \$1,964,342 |

ART IN PUBLIC PLACES FUND

The Art in Public Places Fund accounts for contributions, donations, commissions on sales of art displayed in public places and 1% of construction contracts for construction or remodeling of government owned public buildings, transit centers and parks. These funds are used for the selection, acquisition, repair, maintenance, and installation or display of original works of visual art.

ART IN PUBLIC PLACES FUND

This fund was established to enhance the cultural environment in the community by encouraging and promoting the creation and placement of art in public places.

Revenue History

| Revenue Type | 2008 Budget | 2007 Budget | 2006 Actuals |
|------------------------|------------------|-----------------|------------------|
| Beginning Fund Balance | \$ 35,443 | \$29,566 | \$ 22,072 |
| Miscellaneous Revenue | 2,000 | 877 | 1,117 |
| Transfers In | 10,000 | 5,000 | 6,377 |
| Total | \$ 47,443 | \$35,443 | \$ 29,566 |

Expenditure History

| Expenditures | 2008 Budget | 2007 Budget | 2006 Actuals |
|---------------------|------------------|-----------------|------------------|
| Expenditures | \$ - | \$ - | \$ - |
| Ending Fund Balance | 47,443 | 35,443 | 29,566 |
| Total | \$ 47,443 | \$35,443 | \$ 29,566 |

Revenues consist of contributions, donations, commissions on sales of art displayed in public places and 1% of qualifying capital improvement project expenditures. Qualifying improvement project expenditures are based on construction contracts awarded plus amendments, funded with City of Burien funds and with grant funds if allowed by the granting agency.

Expenditures consist of selection, acquisition and installation or display of original works of visual art. Repairs and maintenance of public art acquired with these funds and other project specific expenses are also allowable, however administrative staff expenses are not included.

The Transfer In above is calculated based on estimated construction costs on projects expected to be completed in 2008. These include:

Mathison Park Expansion: \$3,500 estimated transfer, based on construction costs estimates. The transfer is calculated based on costs expected to be paid with City of Burien funds.

Seahurst Park South Shoreline – Upland Rehabilitation: \$6,500 estimated transfer, based on construction costs estimates to be paid with City of Burien funds.

CAPITAL PROJECTS RESERVE FUND

The Capital Projects Reserve Fund was created to accumulate a portion of property taxes collected to help fund a new Senior and Community Activity Center. This year's financial policies broadened the uses of this fund to include other capital projects.

CAPITAL PROJECTS RESERVE FUND

This fund was established in 2004 to begin accumulating funds for the replacement of the existing Senior Center. The 2008 financial policies update included a broadening of the scope of the uses for the money accumulated in this fund and renaming it the Capital Projects Reserve Fund.

Revenue History

| Revenue Type | 2008 Budget | 2007 Budget | 2006 Actuals |
|------------------------|--------------------|--------------------|---------------------|
| Beginning Fund Balance | \$ 48,599 | \$ 16,169 | \$ 528,250 |
| Tax Revenue | 1,098,571 | 1,087,694 | 1,049,777 |
| Interest Revenue | 15,000 | 10,000 | 21,832 |
| Transfers In | - | - | - |
| Total | \$1,162,170 | \$1,113,862 | \$ 1,599,859 |

Expenditure History

| Expenditures | 2008 Budget | 2007 Budget | 2006 Actuals |
|---------------------------|--------------------|--------------------|--------------------|
| Transfer Out | | | |
| Parks & General Gov't CIP | \$ - | \$616,851 | \$1,583,690 |
| Debt Service | 363,100 | 448,412 | - |
| Ending Fund Balance | 799,070 | 48,599 | 16,169 |
| Total | \$1,162,170 | \$1,113,862 | \$1,599,859 |

Revenues consist of a portion of property tax collected and reserved for future acquisition or construction of a new Senior and Community Activity Center and other capital projects.

DEBT SERVICE FUND

The Debt Service Fund accounts for resources necessary to pay principal and interest on general long-term debt.

DEBT SERVICE FUND OVERVIEW

The Debt Service Fund accounts for resources necessary to pay principal and interest on general long-term debt. The following table shows revenues and expenditures.

Revenues and Expenditures History

| | Amount Borrowed | Interest Rate | 2008 | 2007 | 2006 |
|--|--------------------|------------------|---------------------|---------------------|-------------------|
| REVENUES | | | | | |
| BEGINNING FUND BALANCE | | | \$ 57,037 | \$ 167,040 | \$ 155,835 |
| Interest | | | - | - | 6,284 |
| Library & Developer Mitigation Payments | | | 357,500 | - | - |
| LID special assessment 152nd St | | | 56,736 | 57,000 | 62,285 |
| LID special assessment 1st Ave S. | | | 55,000 | 27,263 | - |
| Total Current Revenues | | | \$ 469,236 | \$ 84,263 | \$ 68,569 |
| Transfer In from PWR for 2002 bonds | | | 244,958 | 243,858 | 242,295 |
| Transfer In from PWR for 152nd PWTF | | | 138,220 | 138,866 | 139,511 |
| Transfer In from PWR for Town Square | | | 230,223 | 224,548 | - |
| Transfer In from PWR for First Ave S PWTF | | | 34,874 | 52,666 | - |
| Transfer In from SWM for Ambaum Sub-Basin | | | 40,738 | 40,738 | - |
| Transfer In from Capital Projects Reserve | | | 363,100 | 448,511 | - |
| Total Transfer | | | 1,052,113 | 1,149,187 | 381,806 |
| TOTAL ALL RESOURCES | | | \$ 1,578,386 | \$ 1,400,490 | \$ 606,210 |
| EXPENDITURES | | | | | |
| Total Current Expenditures | | | | | |
| Loan Name: Original City Hall | \$ 1,420,000 | paid off | \$ - | \$ - | \$ - |
| Loan Name: 2002 Parks Bond (<u>REET</u> Backed) | 3,200,000 | 4.70% | 244,958 | 243,858 | 242,295 |
| Loan Name: 152nd ST. PWTF (<u>REET</u> Backed) | 2,440,016 | 0.5% | 138,220 | 138,866 | 139,511 |
| Loan Name: Town Square Bond (<u>REET</u> Backed) | 3,100,000 | 5.0% | 230,223 | 224,548 | - |
| Loan Name: 1st Ave S PWTF (<u>REET</u> Backed) | 1,000,000 | 0.5% | 34,874 | 52,666 | - |
| Loan Name: Ambaum Sub-Basin PWTF (<u>SWM</u> Backed) | 1,547,000 | 0.5% | 40,738 | 40,738 | - |
| Loan Name: Senior Center (<u>Property Tax</u> Backed) | 3,527,326 | 5.0% | 260,576 | 255,502 | - |
| Loan Name: Town Square (<u>Property Tax</u> Backed) | 1,277,674 | 5.0% | 102,524 | 193,010 | - |
| Loan Name: Town Square St Mitigation | 1,900,000 | 5.0% | 152,542 | 110,101 | - |
| Total Loan payments without LID | | | 1,204,655 | 1,259,289 | 381,806 |
| Loan Name 152nd St. LID PWTF | \$ 1,000,000 | 0.5% | 56,736 | 57,000 | 57,264 |
| Loan Name 1st Ave S. LID PWTF | 1,000,000 | 0.5% | 27,263 | 27,263 | - |
| Total Loan payments W/LID | | | 1,288,654 | 1,343,551 | 439,070 |
| Ending Fund Balance | | | \$ 289,732 | \$ 56,939 | \$ 167,140 |
| | | | | | |

Summary of Debt Outstanding

2002 Parks Bond - REET Backed (\$3,200,000): This is a 20 year bond at 2.5 to 4.7% interest.

152nd St Public Works Trust Fund Loan - REET Backed (\$2,440,416): This is a 20 year loan at 0.5% interest. These funds were received in 2002 and 2003.

1st Ave S. Phase I Public Works Trust Fund Loan– REET Backed (\$1,000,000). This is a 20 year loan at 0.5% interest, to be borrowed in late 2007 and 2008.

Town Square Bonds (\$6,277,674) These bonds were issued in late 2006 for 20 years at 3.75 to 5.0% interest.

REET Backed (\$3,100,000) A portion of the Real Estate Excise tax is budgeted to repay this debt.

Property Tax Backed (\$1,277,674): This includes sales tax on construction, future property tax and revenue from property sales.

Mitigation Backed (\$1,542,150): This is from mitigation payments from the King County Library and private development on Town Square.

Senior Center - Property Tax Backed (\$3,527,326): This is a 20 year bond at 3.75 to 5.0% interest.

Ambaum Sub-Basin Public Works Trust Fund Loan – Surface Water Management Fund backed (\$1,547,000): This will be a 20 year loan at .5% interest.

152nd St Public Works Trust Fund Loan – LID (\$1,000,000): This is a 20 year loan at 0.5% interest. These funds were received in 2003 and are being paid off with revenues received from a special assessment on the benefiting properties.

1st Ave S. Phase I Public Works Trust Fund Loan– LID (\$1,000,000): This is a 20 year loan at 0.5% interest. These funds will be received in 2008 and will be paid off with revenues received from a special assessment on the benefiting properties.